

RECORD OF ENLISTED PERFORMANCE QUALIFICATIONS BOATSWAIN'S MATE (BM)

INSTRUCTIONS

Record of Enlisted Performance Qualifications (EPQ) shall be completed in accordance with the Personnel Manual, COMDTINST M1000.6 (series). Personnel are required to demonstrate proficiency in all performance qualifications for the next higher pay grade to be eligible for advancement. The DATE and INITIALS column shall be completed by a designated supervisor (E-5 or above) at least one pay grade higher than the trainee and preferably of the same occupational specialty. Form CG-3303C becomes official documentation to be kept in the member's Personnel Data Record (PDR) denoting eligibility for administration of the rating End of Course Test (EOCT) and, if applicable, participation in a Service Wide Exam competition (SWE). Although demonstration and sign-off of any new EPQ at or below the member's current pay grade is not required, the EPQ will be used to develop SWE questions. It is the member's responsibility to be proficient in all currently published performance qualifications, up to and including those of their present pay grade for their specific rating to facilitate learning of junior personnel.

Performance Qualifications numbering system: Example 5.A.01

- The number **5** indicates an E-5 level qualification requirement.
- The letter **A** indicates the subject section within the qualification requirements.
- The sequence number **01** indicates the 1st qualification within the subject section.

Rating courses are developed using reference material denoting official policy and/or technical standards. Most reference materials are available online through the Coast Guard Directives System at <http://www.uscg.mil/directives/>. Other reference material may be obtained from the unit's library, TRACEN course writers, CG Institute, or other government sources. A reference material list is located at the end of this document. If any reference material is found to be in contradiction the cited Coast Guard reference shall take precedence.

The Rating Force Master Chief of this occupational specialty is the primary proprietor of these EPQ. The most up to date EPQ revisions are available digitally on the CG Learning Portal at <http://learning.uscg.mil>. EPQ paper copies are also available from the unit's Education Services Officer (ESO) or Career Development Advisor (CDA).

NOTE: Performance of BM tasks should be completed in an actual work setting whenever possible but may also be performed under simulated conditions.

Appendices

- A. BM Guiding Principles
- B. Glossary
- C. Reference List

RATING			ABBREVIATION
BOATSWAIN'S MATE (Effective 01 Aug 2010 for placement on advancement lists. Effective for Nov 2010 and subsequent SWES, when administered.)			BM
DATE COMPLETED ALL PERFORMANCE QUALIFICATIONS FOR RATE LEVEL			
E-4	E-5	E-6	
E-7	E-8	E-9	
NAME (Last, First, Middle Initial)			EMPLID NUMBER

SUPERVISOR VERIFICATION

DATE	NAME/SIGNATURE	INITIALS	RATE	UNIT

REMARKS

Date: _____

I certify that the person named below has satisfactorily completed all rate related course work and Enlisted Performance Qualifications (EPQ) for pay grade E-____ and is eligible to take the end of course test (EOCT).

Shop Chief / Division Officer
 (Printed Name & Signature)

Date: _____

I certify that the person named below has satisfactorily completed the special competency requirements for pay grade E-____.

Shop Chief / Division Officer
 (Printed Name & Signature)

NAME (Last, First, Middle Initial)

EMPLID NUMBER

RATING: Boatswains Mate	INIT	DATE
<p>A. ADMINISTRATION</p> <p>5.A.01 ENTER training and operational data in the following programs IAW MISLE Web site available at http://mislenet.osc.uscg.mil, AOPS / TMT instruction, COMDTINST 5270.2 (series), and the AOPS / TMT website available at http://aops.osc.uscg.mil</p> <ul style="list-style-type: none"> • Marine Information for Safety and Law Enforcement (MISLE) • Abstract of Operations (AOPS) and Training Management Tool (TMT) • Asset Logistics Management Information Systems (ALMIS) as applicable <p>6.A.01 VERIFY data entry in the following programs IAW the MISLE Web site available at http://mislenet.osc.uscg.mil, the AOPS / TMT instruction, COMDTINST 5270.2 (series), and the AOPS / TMT website available at http://aops.osc.uscg.mil</p> <p>:</p> <ul style="list-style-type: none"> • Marine Information for Safety and Law Enforcement (MISLE) • Abstract of Operations (AOPS) and Training Management Tool (TMT) • Asset Logistics Management Information Systems (ALMIS) as applicable <p>6.A.02 MANAGE unit currency maintenance requirements using the Training Management Tool (TMT) IAW Mandatory use of the Training Management Tool, COMDTINST 5270.2 (series).</p> <p>Supervisors guide: To include monthly updates.</p> <p>7. A.01 VERIFY a monthly Dining Facility Operating Statement IAW Coast Guard Food Service Manual, COMDTINST M4061.5 (series)</p>		
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<p>B. OPERATIONS AND SEAMANSHIP</p> <p>4.B.01 SPLICE the following lines IAW the Boat Crew Seamanship Manual, COMDTINST M16114.5 (series) and the Aids to Navigation Manual - Seamanship, COMDTINST M16500.21 (series), Samson Ocean Systems splicing manual:</p> <ul style="list-style-type: none"> • An eye in double braided line • An eye in three strand line • Back-splice double braided line • Back-splice three strand line <p>4.B.02 SEIZE/WHIP a line IAW the Boat Crew Seamanship Manual, COMDTINST M16114.5 (series), U.S. Navy, Boatswain's Mate-NAVEDTRA 14343</p> <p>4.B.03 IDENTIFY the different parts of a line and hitches used in line handling IAW the Boat Operations and Training (BOAT) Manual, Volume II, COMDTINST M16114.33 (series), Task BCM-03-06-ANY, and the Boat Crew Seamanship Manual, COMDTINST M16114.5 (series).</p> <p>4.B.04 TIE the following knots, hitches and bends IAW the Boat Operations and Training (BOAT) Manual, Volume II, COMDTINST M16114.33 (series), Task BCM-03-07-ANY and the Boat Crew Seamanship Manual, COMDTINST M16114.5 (series):</p> <ul style="list-style-type: none"> • Bowline • Clove Hitch • Slip Clove Hitch • Double Becket Bend • Figure Eight Knot • Reef (Square) Knot • Rolling Hitch • Timber Hitch with Two Half Hitches <p>4.B.05 SECURE lines to cleats, bitts, posts, and bollards IAW the Boat Operations and Training (BOAT) Manual, Volume II, COMDTINST M16114.33 (series), Task BCM-03-08-ANY, the Boat Crew Seamanship Manual, COMDTINST M16114.5 (series) and the Coast Guard Navigation Standards Manual, COMDTINST M3530.2 (series), Naval Ships Technical Manual (NSTM) 582 - Mooring & Towing:</p> <p>Supervisors guide: To include standard line handling commands.</p>		
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<p>4.B.06 RIG fenders for use IAW the Boat Operations and Training (BOAT) Manual, Volume II, COMDTINST M16114.33 (series), Task BCM-04-01-ANY, the Boat Crew Seamanship Manual, COMDTINST M16114.5 (series) and Naval Ships Technical Manual (NSTM) 582 - Mooring & Towing:</p> <p>4.B.07 IDENTIFY the factors involved in crew fatigue IAW the Boat Operations and Training (BOAT) Manual, Volume II, COMDTINST M16114.33 (series), Task BCM-01-01-ANY and the Boat Crew Seamanship Manual, COMDTINST M16114.5 (series).</p> <p>4.B.08 IDENTIFY the factors involved in motion sickness IAW the Boat Operations and Training (BOAT) Manual, Volume II, COMDTINST M16114.33 (series), Task BCM-01-02-ANY and the Boat Crew Seamanship Manual, COMDTINST M16114.5 (series).</p> <p>4.B.09 APPLY Team Coordination Training (TCT) principles IAW Team Coordination Training, COMDTINST 1541.1 (series), the Boat Operations and Training (BOAT) Manual, Volume II, COMDTINST M16114.33 (series), Task BCM-01-03-ANY, and the Boat Crew Seamanship Manual, COMDTINST M16114.5 (series).</p> <p>Supervisors guide: Member must attend training as prescribed in the references above or pass the CG Institute Correspondence Course. This EPQ cannot be deferred.</p> <p>4.B.10 MAINTAIN boat crew personal physical fitness IAW the Boat Operations and Training (BOAT) Manual, Volume I and II, COMDTINST M16114.33 (series), Task BCM-02-01-ANY and the Boat Crew Seamanship Manual, COMDTINST M16114.5 (series).</p> <p>4.B.11 CERTIFY in First Aid IAW CG approved First Aid Training, Boat Operations and Training (BOAT) Manual, Volume II, COMDTINST M16114.33 (series), Task BCM-02-02-ANY and Boat Crew Seamanship Manual, COMDTINST M16114.5 (series).</p> <p>Supervisors guide: This EPQ cannot be deferred.</p>		
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<p>4.B.12 CERTIFY in adult, child and infant CPR IAW CG approved CPR Training, Boat Operations and Training (BOAT) Manual, Volume II, COMDTINST M16114.33 (series), Task BCM-02-03-ANY and Boat Crew Seamanship Manual, COMDTINST M16114.5 (series).</p> <p>Supervisors guide: This EPQ cannot be deferred.</p> <p>4.B.13 DON the following IAW the Rescue and Survival Systems Manual, COMDTINST M10470.10 (series), the Boat Operations and Training (BOAT) Manual, Volume II, COMDTINST M16114.33 (series), Task BCM-02-04-ANY, BCM-02-05-ANY, BCM-02-06-ANY, BCM-02-13-ANY and the Boat Crew Seamanship Manual, COMDTINST M16114.5 (series).</p> <ul style="list-style-type: none"> • Type III PFD • Anti-Exposure Coveralls • Boat Crew Dry Suit • Boat Crew Survival Vest <p>Supervisors guide: To include describing environmental restrictions and characteristics. Boat Crew Dry Suit donning may be waived for units in tropical environments.</p> <p>4.B.14 DEMONSTRATE the location of and identify boat crew survival equipment in the boat crew survival vest IAW the Boat Operations and Training (BOAT) Manual, Volume II, COMDTINST M16114.33 (series), Task BCM-02-07-ANY and Rescue and Survival Systems Manual, COMDTINST M10470.10 (series), and Boat Crew Seamanship Manual, COMDTINST M16114.5 (series).</p> <p>4.B.15 PERFORM emergency signal mirror techniques IAW the Boat Operations and Training (BOAT) Manual, Volume II, COMDTINST M16114.33 (series), Task BCM-02-08-ANY, Rescue and Survival Systems Manual, COMDTINST M10470.10 (series), and Boat Crew Seamanship Manual, COMDTINST M16114.5 (series).</p> <p>Supervisors guide: To include identifying the characteristics.</p>		
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<p>4.B.16 OPERATE the distress signal light IAW the Boat Operations and Training (BOAT) Manual, Volume II, COMDTINST M16114.33 (series), Task BCM-02-11-ANY, Rescue and Survival Systems Manual, COMDTINST M10470.10 (series), and the Boat Crew Seamanship Manual, COMDTINST M16114.5 (series).</p> <p>Supervisors guide: To include identifying the characteristics.</p> <p>4.B.17 OPERATE the personal locator beacon IAW the Boat Operations and Training (BOAT) Manual, Volume II, COMDTINST M16114.33 (series), Task BCM-02-12-ANY, Rescue and Survival Systems Manual, COMDTINST M10470.10 (series), and the Boat Crew Seamanship Manual, COMDTINST M16114.5 (series), Maintenance Procedure Card RSS 58042.</p> <p>Supervisors guide: To include identifying procedure for use, limitations, and characteristics.</p> <p>4.B.18 LOCATE positions aboard a vessel using standard nomenclature and terminology IAW the Boat Operations and Training (BOAT) Manual, Volume II, COMDTINST M16114.33 (series), Task BCM-03-01-ANY and the Boat Crew Seamanship Manual, COMDTINST M16114.5 (series).</p> <p>4.B.19 IDENTIFY common construction features, watertight integrity, compartmentalization, and stability principles IAW the Boat Operations and Training (BOAT) Manual, Volume II, COMDTINST M16114.33 (series), Task BCM-03-03-TYPE, BCM-03-04-TYPE & BCM-03-05-TYPE and the Boat Crew Seamanship Manual, COMDTINST M16114.5 (series), Naval Ships Technical Manual (NSTM) 079 - Damage control, stability and buoyancy at sea:</p> <p>4.B.20 PERFORM water survival exercise IAW the Boat Operations and Training (BOAT) Manual, Volume II, COMDTINST M16114.33 (series), Task BCM-02-18-ANY & BCM-02-18-ANY, Rescue and Survival Systems Manual, COMDTINST M10470.10 (series), and the Boat Crew Seamanship Manual, COMDTINST M16114.5 (series).</p> <p>4.B.21 PERFORM pointer and recovery/pickup duties during a Man Overboard evolution IAW the Boat Operations and Training (BOAT) Manual, Volume II, COMDTINST M16114.33 (series), Task BCM-07-01-TYPE & BCM-07-02-TYPE, and the Boat Crew Seamanship Manual, COMDTINST M16114.5 (series).</p>		
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<p>4.B.22 PERFORM as a surface swimmer during a man overboard evolution IAW the Rescue and Survival Systems Manual, COMDTINST M10470.10 (series), the Boat Operations and Training (BOAT) Manual, Volume II, COMDTINST M16114.33 (series), Task BCM-07-03-ANY, the Boat Crew Seamanship Manual, COMDTINST M16114.5 (series), and/or the Cutter Surface Swimmer Program, COMDTINST 16134.2 (series), and Maritime Search and Rescue Manual, COMDTINST 16130.2 (series):</p> <p>Supervisors guide: To include: Holding PIW in cross shoulder position while being pulled back to boat by tender, placing PIW in stokes litter, assist while PIW hauled aboard, and stating the surface swimmer policy. Certifying as a cutter surface swimmer is not required.</p> <p>4.B.23 DEMONSTRATE stokes litter recovery IAW the Rescue and Survival Systems Manual, COMDTINST M10470.10 (series), the Boat Operations and Training (BOAT) Manual, Volume II, COMDTINST M16114.33 (series), Task BCM-07-04-ANY & BCM-07-05-TYPE, and the Cutter Surface Swimmer Program, COMDTINST 16134.2 (series)</p> <p>4.B.24 PREPARE a vessel's deck for the following towing evolutions IAW the Boat Operations and Training (BOAT) Manual, Volume II, COMDTINST M16114.33 (series), Task BCM-07-09-ANY, BCM-07-10-TYPE, BCM-07-11-ANY, BCM-07-12-TYPE, the Boat Crew Seamanship Manual, COMDTINST M16114.5 (series) and/or Naval Ships' Technical Manual (NSTM), 582, Mooring and Towing and applicable ship's towing diagrams.</p> <ul style="list-style-type: none"> • Stern Tow • Alongside Tow <p>4.B.25 PREPARE a vessel's deck for anchoring IAW the Boat Operations and Training (BOAT) Manual, Volume II, COMDTINST M16114.33 (series), Task BCM-04-03-TYPE, the Boat Crew Seamanship Manual, COMDTINST M16114.5 (series), and the Naval Ships' Technical Manual (NSTM), Chapter 581, Anchoring.</p> <p>Supervisors guide: To include identifying:</p> <ul style="list-style-type: none"> • Types of anchors • Parts of anchors • Types of bottom • Ground tackle • Anchoring terminology 		
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<p>4.B.26 ASSIST in anchoring and weighing a vessel's anchor IAW the Boat Operations and Training (BOAT) Manual, Volume II, COMDTINST M16114.33 (series), Task BCM-04-03-TYPE and BCM-04-04-TYPE, the Boat Crew Seamanship Manual, COMDTINST M16114.5 (series), and the Naval Ships' Technical Manual (NSTM) Chapter 581, Anchoring.</p> <p>4.B.27 OPERATE a portable pump and obtain suction IAW the Rescue and Survival Systems Manual, COMDTINST M10470.10 (series), and the Boat Operations and Training (BOAT) Manual, Volume II, COMDTINST M16114.33 (series), Task BCM-07-13.</p> <p>4.B.28 DEMONSTRATE the use of extinguishing agents for each class of fire and its associated fuel source IAW the Boat Operations and Training (BOAT) Manual, Volume II, COMDTINST M16114.33 (series), Task BCM-07-16-ANY, BCM-07-18-ANY & BCM-07-19-ANY and the Boat Crew Seamanship Manual, COMDTINST M16114.5 (series).</p> <p>Supervisors guide: Identify fuel sources for each class of fire. Actual discharge of extinguishing agent is not necessary.</p> <p>4.B.29 IDENTIFY the major components, deployment procedures, and inspection criteria associated with hardware for the rescue and survival rafts commonly used on CG vessels IAW the Rescue and Survival System Manual, COMDTINST M10470.10(series), the Boat Operations and Training (BOAT) Manual, Volume II, COMDTINST M16114.33 (series), Task BCM-02-15-TYPE and Boat Crew Seamanship Manual, COMDTINST M16114.5(series).</p> <p>Supervisors guide: Member must identify the major components and describe deployment procedures for common rescue and survival rafts used on CG vessels.</p> <p>4.B.30 IDENTIFY emergency survival procedures in event of boat capsize IAW the Boat Operations and Training (BOAT) Manual, Volume II, COMDTINST M16114.33 (series), Task BCM-02-16-TYPE, and the Boat Crew Seamanship Manual, COMDTINST M16114.5 (series).</p> <p>6.B.01 COORDINATE launch and recovery of a unit's boat IAW the units standard operating procedure.</p> <p>7.B.01 COORDINATE a cutter anchoring evolution IAW the Naval Ships' Technical Manual (NSTM), Chapter 581, Anchoring.</p>		
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<p>7.B.02 COORDINATE a cutter towing evolution IAW the Naval Ships' Technical Manual (NSTM), Chapter 582, Mooring and Towing, and Naval Ships Technical Manual (NSTM), Chapter 581, Anchoring.</p> <p>C. PILOTING AND NAVIGATION</p> <p>4.C.01 INTERPRET symbols, abbreviations and basic features of a nautical chart IAW the Boat Operations and Training (BOAT) Manual, Volume II, COMDTINST M16114.33 (series), Task BCM-06-01-ANY, the Boat Crew Seamanship Manual, COMDTINST M16114.5 (series), and the Nautical Chart Symbols, Abbreviations and Terms, Chart 1.</p> <p>4.C.02 IDENTIFY common aids to navigation used for inland and coastal piloting IAW the Boat Operations and Training (BOAT) Manual, Volume II, COMDTINST M16114.33 (series), Task BCM-06-02-ANY, the Boat Crew Seamanship Manual, COMDTINST M16114.5 (series), the Nautical Chart Symbols, Abbreviations and Terms, Chart 1, Bowditch Pub 9, and the Light List.</p> <p>4.C.03 PLOT a latitude and longitude position using GPS/DGPS IAW the Boat Operations and Training (BOAT) Manual, Volume II, COMDTINST M16114.33 (series), Task BCM-06-04-ANY, the Boat Crew Seamanship Manual, COMDTINST M16114.5 (series), and Bowditch, Pub 9.</p> <p>4.C.04 MEASURE distance on a nautical chart IAW the Boat Operations and Training (BOAT) Manual, Volume II, COMDTINST M16114.33 (series), Task BCM-06-06-ANY, the Boat Crew Seamanship Manual, COMDTINST M16114.5 (series), and Bowditch, Pub 9.</p> <p>4.C.05 DETERMINE depth of water IAW the Boat Operations and Training (BOAT) Manual, Volume II, COMDTINST M16114.33 (series), Task BCM-06-08-ANY, the Boat Crew Seamanship Manual, COMDTINST M16114.5 (series), and Bowditch, Pub 9</p> <p>4.C.06 PLOT a true and magnetic course on a nautical chart IAW the Boat Operations and Training (BOAT) Manual, Volume II, COMDTINST M16114.33 (series), Task BCM-06-05-ANY, Boat Crew Seamanship Manual, COMDTINST M16114.5, and Bowditch, Pub 9.</p> <p>Supervisors guide: To include correcting and un-correcting courses.</p>		
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<p>4.C.07 CALCULATE time, speed and distance IAW the Boat Operations and Training (BOAT) Manual, Volume II, COMDTINST M16114.33 (series), Task BCM-06-07-ANY, and the Boat Crew Seamanship Manual, COMDTINST M16114.5, and Bowditch, Pub 9.</p> <p>4.C.08 PLOT a fix using LORAN time difference (TD) IAW the Coast Guard Navigation Standards Manual, COMDTINST M3530.2 (series), the Boat Operations and Training (BOAT) Manual, Volume II, COMDTINST M16114.33 (series), Task BCM-06-13-TYPE, BCM-06-14-TYPE, and Bowditch, Pub No. 9.</p> <p>Supervisors guide: Demonstrate proficiency in plotting fixes on electronic navigation systems and on traditional paper charts.</p> <p>4.C.09 PREPARE harbor and open ocean charts (restricted and unrestricted) for transit IAW the Coast Guard Navigation Standards Manual, COMDTINST M3530.2 (series), and Bowditch, PUB No. 9.</p> <p>4.C.10 PLOT a vessel's course in restricted waters using radar and visual lines of position (LOP) IAW Coast Guard Navigation Standards Manual, COMDTINST M3530.2 (series), the Boat Crew Seamanship Manual, COMDTINST M16114.5 (series) and Bowditch, PUB No. 9.</p> <p>Supervisors guide: Include plotting fixes and DR vector, determine course to steer, compute set and drift, compute advance and transfer, determine turn bearings and ranges, time to turn, nearest hazard to navigation, and nearest aid to navigation.</p> <p>4.C.11 INTERPRET common navigational lights displayed by vessels IAW the Boat Operations and Training (BOAT) Manual, Volume II, COMDTINST M16114.33 (series), Task BCM-04-05-ANY, and Navigation Rules International - Inland, COMDTINST M16672.2 (series).</p> <p>Supervisors guide: Member must <u>pass</u> the Navigation Rules, International-Inland (DWO) end-of-course test IAW provisions listed in ALCOAST 426/09. This cannot be deferred.</p>		
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<p>4.C.12 INTERPRET common sound signals used by vessels IAW the Boat Operations and Training (BOAT) Manual, Volume II, COMDTINST M16114.33 (series), Task BCM-04-06-ANY and the Navigation Rules International - Inland, COMDTINST M16672.2 (series).</p> <p>Supervisors guide: Member must <u>pass</u> the Navigation Rules, International-Inland (DWO) end-of-course test IAW provisions listed in ALCOAST 426/09. This cannot be deferred.</p> <p>4.C.13 IDENTIFY maritime distress signals IAW the Boat Operations and Training (BOAT) Manual, Volume II, COMDTINST M16114.33 (series), Task BCM-04-07-ANY, and the Navigation Rules International - Inland, COMDTINST M16672.2 (series).</p> <p>Supervisors guide: Member must <u>pass</u> the Navigation Rules, International-Inland (DWO) end-of-course test IAW provisions listed in ALCOAST 426/09. This cannot be deferred.</p> <p>4.C.14 PERFORM as a lookout on watch IAW the Boat Operations and Training (BOAT) Manual, Volume II, COMDTINST M16114.33 (series), Task BCM-04-08-ANY, the Navigation Rules International - Inland, COMDTINST M16672.2 (series), the Boat Crew Seamanship Manual, COMDTINST M16114.5 (series), and the Shipboard Lookout Manual, COMDTINST M9450.1 (series).</p> <p>4.C.15 PERFORM as a helmsman and steer a compass course IAW the Coast Guard Navigation Standards Manual, COMDTINST M3530.2 (series), the Boat Operations and Training (BOAT) Manual, Volume II, COMDTINST M16114.33 (series), Task BCM-04-09-ANY, and the Boat Crew Seamanship Manual, COMDTINST M16114.5 (series).</p> <p>4.C.16 CALCULATE the following IAW Nautical Almanac and Tide and Current tables:</p> <ul style="list-style-type: none"> • Sunrise and sunset • Tide and currents 		
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<p>4.C.17 OPERATE a radar system IAW the Boat Operations and Training (BOAT) Manual, Volume II, COMDTINST M16114.33 (series), Task BCM-06-09-TYPE, BCM-06-10-TYPE & BCM-06-11-TYPE, and the Boat Crew Seamanship Manual, COMDTINST M16114.5 (series).</p> <p>Supervisors guide: To include identifying objects and determining the range and bearing to objects.</p> <p>4.C.18 OPERATE vessel's electronic charting system IAW the Boat Operations and Training (BOAT) Manual, Volume II, COMDTINST M16114.33 (series), Task BCM-06-15-TYPE, and the Boat Crew Seamanship Manual, COMDTINST M16114.5 (series).</p> <p>Supervisors guide: Use unit specific electronic charting system. Must also demonstrate proficiency at entering waypoints, routes and determining cross track error.</p> <p>4.C.19 RECORD weather observations IAW the Procedures for the Preparations and Disposition of Cutter Logs COMDTINST M3123.12 (series)</p> <p>4.C.20 SOLVE basic maneuvering board problems for the following scenarios IAW the Radar Navigation and Maneuvering Board Manual, PUB 1310:</p> <ul style="list-style-type: none"> • Course, speed, closest point of approach (CPA) • Time of (CPA) • True wind • Relative wind <p>5.C.01 MAINTAIN paper and electronic navigational chart portfolio IAW the Coast Guard Navigation Standards Manual, COMDTINST M3530.2 (series), the Nautical Chart and Publications Allowance for Cutters COMDTINST M3140.5 and DLA Map Catalog: NRN CATCDLIMDIS.</p> <p>5.C.02 INTERPRET radar receiver display target data for the following situations IAW Navigation Rules, International – Inland, COMDTINST M16672.2 (series) and the Radar Navigation and Maneuvering Board Manual, PUB 1310.</p> <ul style="list-style-type: none"> • Head-on • Overtaking • Crossing • Closest point of approach (CPA) 		
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<p>5.C.03 SOLVE the following maneuvering board problems IAW the Radar Navigation and Maneuvering Board Manual, PUB 1310:</p> <ul style="list-style-type: none"> • Intercept • Avoidance • Desired Wind <p>5.C.04 PLOT the following search patterns IAW the Coast Guard Addendum to the National Search and Rescue Supplement to the International Aeronautical and Maritime Search and Rescue Manual, COMDTINST M16130.2 (series) and the Boat Crew Seamanship Manual, COMDTINST M16114.5 (series).</p> <ul style="list-style-type: none"> • Square Single-unit (SS) • Sector Single-unit (VS) • Parallel Track Single-unit (PS) • Creeping-line Single-unit (CS) • Track-line Single-unit Non-return (TSN) • Track-line Single-unit Return (TSR) <p>5.C.05 NAVIGATE vessel in restricted visibility IAW Coast Guard Navigation Standards Manual, COMDTINST M3530.2 (series) and Bowditch, PUB 9.</p> <p>5.C.06 PREPARE paper charts for precision anchorage IAW the Coast Guard Navigation Standards Manual, COMDTINST M3530.2 (series) and Bowditch, PUB 9.</p> <p>5.C.07 PREPARE a Navigation Plan IAW Coast Guard Navigation Standards Manual, COMDTINST M3530.2 (series).</p> <p>Supervisors guide: To include conducting a navigation brief.</p> <p>D. COMMUNICATIONS</p> <p>4.D.01 REPORT vessel position and operations via VHF-FM radio IAW the Boat Operations and Training (BOAT) Manual, Volume II, COMDTINST M16114.33 (series), BCM-05-03-ANY, the Boat Crew Seamanship Manual, COMDTINST M16114.5 (series), and Radiotelephone Handbook, COMDTINST M2300.7.</p> <p>Supervisors guide: Member must exhibit proper radio communication skills.</p>		
NAME (Last, First, Middle Initial)	EMPLID NUMBER	

RATING: Boatswains Mate	INIT	DATE
<p>E. MAINTENANCE</p> <p>4.E.01 IDENTIFY nomenclature and characteristics of unit's weight handling equipment IAW the Naval Engineering Manual, COMDTINST M9000.6 (series) and Aids to Navigation Manual, Seamanship COMDTINST M16500.21 (series)</p> <p>4.E.02 IDENTIFY nomenclature and characteristics of unit's rigging equipment IAW the Naval Engineering Manual, COMDTINST M9000.6 (series) and Aids to Navigation Manual, Seamanship COMDTINST M16500.21 (series)</p> <p>4.E.03 IDENTIFY nomenclature and characteristics of unit's griping equipment IAW the Naval Engineering Manual, COMDTINST M9000.6 (series) and Aids to Navigation Manual, Seamanship COMDTINST M16500.21 (series)</p> <p>4.E.04 IDENTIFY nomenclature and characteristics of unit's ground tackle IAW the Naval Engineering Manual, COMDTINST M9000.6 (series) and Coating and Color Manual, COMDINST M10360.3 (series)</p> <p>5.E.01 MANAGE PMS on unit's rescue and survival equipment IAW the Rescue and Survival Systems Manual, COMDTINST M10470.1 (series) and maintenance procedure cards.</p> <p>5.E.02 MANAGE PMS on units Anchoring system as applicable IAW Naval Ships' Technical Manual NSTM 581 - Anchoring, Coatings and Color Manual, COMDTINST M10360.3 (series).</p> <p>5.E.03 MANAGE PMS on units Towing Gear as applicable IAW Naval ships Technical Manual (NSTM) 582 and 613.</p> <p>5.E.04 MANAGE PMS on units Mooring Lines as applicable IAW Naval ships Technical Manual (NSTM) 582 and 613.</p> <p>5.E.05 CONDUCT a LEVEL 1 safety inspection on unit weight-handling equipment IAW the Naval Engineering Manual, COMDTINST M9000.6 (series).</p> <p>Supervisors guide: To include hoisting slings/fittings.</p>		
NAME (Last, First, Middle Initial)	EMPLID NUMBER	

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<p>5.E.06 MAINTAIN surfaces IAW the Coatings and Color Manual, COMDTINST M10360.3 (series) and Boat Operators Handbook.</p> <p>Supervisors guide: To include hull, decks, and all related fittings and equipment (interior/exterior).</p> <p>6.E.01 VERIFY the Boat Inspection Report/Cutter Engineering Report as applicable IAW the Coatings and Color Manual, COMDTINST M10360.3 (series), Naval Engineering Manual, COMDTINST M9000.6 (series), Boat Operators Handbook, and the Coast Guard Boat Operations and Training (BOAT) Manual, Volume I, COMDTINST M16114.32 (series).</p> <p>6.E.02 INSPECT the materiel condition of attached small boats IAW the Naval Engineering Manual, COMDTINST M9000.6 (series), Coating and Color Manual, COMDINST M10360.3 (series), Boat Operators Handbook, and Coast Guard Boat Operations and Training (BOAT) Manual, Volume I, COMDTINST M16114.32 (series).</p> <p>F. ORDNANCE</p> <p>4.F.01 OPERATE the following pyrotechnics IAW the Boat Operations and Training (BOAT) Manual, Volume II, COMDTINST M16114.33 (series), Tasks BCM-02-09-ANY, BCM-02-10-ANY, and BCM-07-08-ANY, the Boat Crew Seamanship Manual, COMDTINST M16114.5, and the Rescue and Survival Manual, COMDTINST M10470.10 (series).</p> <ul style="list-style-type: none"> • MK-124 day/night signal • MK-79 signal kit • MK-127-A1 parachute illumination flare <p>Supervisors guide: To include identifying the characteristics.</p> <p>5.F.01 MAINTAIN unit's small arms, ammunition and pyrotechnics including storage lockers, logs, and related equipment IAW the Ordnance Manual, COMDTINST M8000.2 (series), Ordnance Publication Index, COMDTINST M8000.3 (series), Maritime Law Enforcement Manual (MLEM), COMDTINST M16247.1 (series), and the Physical Security and Force Protection Program, COMDTINST M5530.1 (series).</p> <p>Supervisors guide: Follow guidance for weapons petty officer.</p>		
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<p>5.F.02 PERFORM PMS for unit weapons using the schedule IAW the Ordnance Manual, COMDTINST M8000.2 (series),</p> <p>G. TRAINING</p> <p>6.G.01 MANAGE departmental or divisional training program IAW the Cutter Training and Qualifications Manual, COMDTINST M3502.4 (series) and/or Coast Guard Boat Operations and Training (BOAT) Manual, Volume I, COMDTINST M16114.32 (series).</p> <p>Supervisors guide: To include: Unit training plans, lesson development, and individual training records.</p> <p>6.G.02 ADMINISTER certification boards IAW the Cutter Training and Qualifications Manual, COMDTINST M3502.4 (series) and the Coast Guard Boat Operations and Training (BOAT) Manual, Volume I, COMDTINST M16114.32 (series).</p> <p>7.G.01 ADMINISTER certification check rides for boat crew positions IAW the Coast Guard Boat Operations and Training (BOAT) Manual, Volume I, COMDTINST M16114.32 (series).</p> <p>H. HONORS AND CEREMONIES</p> <p>4.H.01 DEMONSTRATE rigging and displaying flags and pennants IAW the Naval Telecommunication Procedures, NTP 13 (series) and Coast Guard Regulations 1992, COMDTINST M5000.3 (series), Chapter 14.</p> <p>Supervisors guide: To include full dress ship, dress ship, station colors and honors and ceremonies.</p>		
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<p>5.H.01 DEMONSTRATE passing honors IAW the Naval Telecommunication Procedures, NTP 13 (series) and Coast Guard Regulations 1992, COMDTINST M5000.3 (series), Chapter 14.</p> <p>5.H.02 PREPARE military customs for the Arrival/Departure of officials IAW the Naval Telecommunication Procedures, NTP 13 (series) and Coast Guard Regulations 1992, COMDTINST M5000.3 (series), Chapter 14.</p> <p>Supervisors guide: To include the Boatswains Pipe, Piping the Side.</p> <p>—END—</p>		
NAME (Last, First, Middle Initial)	EMPLID NUMBER	



~ Coast Guard Boatswain's Mate Guiding Principles ~

Boatswain's Mates (BM), the most versatile members of the Coast Guard's operational team, are masters of seamanship. BMs are capable of performing almost any task in connection with deck maintenance, small boat operations, navigation, and supervising all personnel assigned to a ship's deck force. Therefore as a Boatswain's Mate:

- I.** I will strive to be a well rounded professional mariner, continually seeking professional knowledge.
- II.** I will embrace the leadership role I have accepted by being a Boatswain's Mate. I will continually seek knowledge to improve my leadership.
- III.** I will guide, teach, motivate, and mentor others so they can reach their full personal and professional potential.
- IV.** I will seek a diverse career path to better prepare me to be an Officer in Charge.
- V.** I will endeavor to provide the best training available to my crews so they can perform their missions safely and effectively.
- VI.** I will ensure my crews always have an open line of communication, free to provide input and recommendations to build a more effective unit.
- VII.** I will always use experience and policy as my guiding principles and will never compromise the safety or readiness of my crews for expediency.
- VIII.** As the enlisted command rating, I will never take command for granted. I will always understand command is a privilege and will always strive to leave it better than I found it.

APPENDIX B: GLOSSARY

ADMINISTER:	To manage or supervise the execution, use, or conduct of a relatively structured activity.
APPLY:	To put on or use practically by following a set of procedures.
ASSIST:	To give aid by participating in a task or evolution.
BACK-SPLICE:	To neatly finish the ends of a twisted or braided line by weaving strands backwards into adjoining strands.
BRIEF:	To give information or final precise instructions.
CALCULATE:	To ascertain by computation. To determine by mathematical methods.
CERTIFY:	Formal command verification that an individual has met all requirements and is authorized to perform certain tasks at a specific level at a particular unit.
CONDUCT:	To direct or control, lead, or guide; to direct an action or evolution as the leader (supervisor); the act, manner, or process of carrying on.
COORDINATE:	To bring into a common, action, movement, or condition.
DEMONSTRATE:	To show by operation. To explain by using examples, experiments or action.
DETERMINE:	To settle or decide by choice of alternatives or possibilities as a result of investigation, reasoning and/or calculation.
DON:	To put on, dress in or wear.
ENTER:	To come in, put in or go into. Examples: To input data into a computer terminal. To pass through a hatch into a cargo hold.
IDENTIFY:	To establish the identity of; determine critical or necessary conditions or other factors.
INSPECT:	Examine, test, measure, or evaluate people, spaces, or equipment for installation, operation, and performance in accordance with established standards, specifications, drawings, technical manuals, directives, policies or other requirements.

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APPENDIX B: GLOSSARY (Continued)

INTERPRET:	The present or delineate the meaning of. To explain in understandable terms.
LOCATE	To determine or set the position of.
MAINTAIN:	To preserve, fix, or keep in good repair.
MANAGE:	To handle or direct with a degree of skill or specialized knowledge. To exercise executive, administrative, and supervisory direction.
MEASURE:	To determine size or length using a set reference standard.
NAVIGATE:	Determine position and follow a course of direction. To operate or control the movement of a craft.
OPERATE:	To perform a function; as to cause a piece of equipment to function.
PERFORM:	To begin a Task and carry through to completion in accordance with applicable instructions and regulations.
PLOT:	To mark or note on a map, chart, or graph; a graphic representation.
PREPARE:	To put together; to plan, gather and assemble; to combine elements and produce a product; to make ready; to make other persons or things ready.
RECORD:	To set down as a means of preserving information; to document.
REPORT:	To provide information. To present an account of a situation formally or officially.
RIG:	To devise, set up, arrange; to put in condition or position for use.
SECURE:	To make safe or immobile.
SEIZE/WHIP:	To wrap or bind ends of a line with turns of small line or wire to prevent unraveling.
SOLVE:	To find a solution for.
SPLICE:	To unite by interweaving the strands; to unite or insert as if by splicing.

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APPENDIX B: GLOSSARY (Continued)

- TIE:** To fasten or attach by twisting and bending in and amongst with a line.
- VERIFY:** To confirm or establish the accuracy or truth of something.
- VESSEL:** Every description of water craft, including non-displacement craft and seaplanes, used or capable of being used as a means of transportation on the water.

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APPENDIX C: REFERENCE MATERIAL (hyperlinks provided where available)

29 CFR 1910.106 and 1915.7 (Hazardous Material Management)

Aids to Navigation Manual - Seamanship, [COMDTINST M16500.21](#) (series)

AOPS – TMT website <http://aops.osc.uscg.mil>

Boat Crew Seamanship Manual, [COMDTINST M16114.5](#) (series)

Boat Inspection Report (CG Form 3022)

Boat Management Manual, [COMDTINST M16114.4](#) (series)

Boat Operators Handbook

Boat Outfit List

Bowditch, The American Practical Navigator, PUB No. 9

Coast Guard Navigation Standards Manual, [COMDTINST M3530.2](#) (series)

Coatings and Color Manual, [COMDTINST M10360.3](#) (series)

Conventional Ordnance and Stockpile Management NAVSUP P-724

Cutter Surface Swimmer Program, COMDTINST 16134.2 (series)

Cutter Training and Qualification Manual, [COMDTINST M3502.4](#) (series)

DLA Map Catalog: NRN:CATCDLIMDIS [DLA NIMA Products online](#)

Dutton's Navigation and Piloting

Hazardous Waste Management Manual, COMDTINST M16478.1 (series)

Mandatory use of the Training Management Tool, COMDTINST 5270.2 (series)

Maritime Law Enforcement Manual (MLEM), COMDTINST M16247.1 (series)

Maritime Search and Rescue Manual (IAMSAR), [COMDTINST M16130.2](#) (series)

MISLE web link: <http://mislenet.osc.uscg.mil/>

Nautical Almanac

Nautical Chart and Publications Allowance for Cutters, [COMDTINST M3140.5](#) (series)

Nautical Chart Symbols, Abbreviations and Terms, Chart 1

Naval Engineering Manual, [COMDTINST M9000.6](#) (series)

Naval Telecommunication Procedures, NTP 13 (series)

Navigation Rules International-Inland, COMDTINST M16672.2 (series)

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APPENDIX C: REFERENCE MATERIAL (Continued)

NSTM 079 (Damage Control)

NSTM 581 (Anchoring)

NTSM 582 (Mooring & Towing)

NSTM 613 (Wire and Fiber Rope and Rigging)

Ordnance Manual, [COMDTINST M8000.2](#) (series)Ordnance Publication Index, [COMDTINST M8000.3](#) (series)Personnel Qualification Standard – Officer of the Deck (OOD), [COMDTINST M3502.5](#) (series)Physical Security and Force Protection Program, [COMDTINST M5530.1](#) (series)

Radar Navigation and Maneuvering Board Manual, Pub 1310

Rescue and Survival Systems Manual, [COMDTINST M10470.10](#) (series)Rescue and Survival Systems, Maintenance procedure cards, <http://cgweb.comdt.uscg.mil/G-RCB/SurvivalMPCs.htm>

Sight Reduction Tables for Marine Navigation, PUB No. 229

Shipboard Lookout Manual, COMDTINST M9450.1 (series)

Team Coordination Training, COMDTINST 1541.1 (series)

Tide and Current tables

USCG Boat Operations and Training (BOAT) Manual, Volume I, [COMDTINST M16114.32](#) (series)USCG Boat Operations and Training (BOAT) Manual, Volume II, [COMDTINST M16114.33](#) (series)

USCG Light List, COMDTPUB P16502 (series)

USCG Regulations 1992, [COMDTINST M5000.3](#) (series)

U.S. Navy, Boatswain's Mate-NAVEDTRA 14343

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**The following table outlines Competency Requirements for BM advancement:
(as demonstrated by Competency Code assignment in Direct Access)**

To:	BM COMPETENCY REQUIREMENTS
E-5	Assigned one of the following competencies: Coxswain or Underway Deck Watch Officer.
E-6	Assigned competency as Coxswain.
E-8	Assigned competency for Officer in Charge IAW provisions listed in ALCOAST 426/09

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